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11 December 1956

BRIEF FOR: CIA Career Council

SUBJECT: Language Development Program (item 3 on the Agenda for 13 December)

1. The attached materials for consideration by the Council consist of
  - a. A proposed headquarters notice for the signature of the Director,--a personal message from him to all employees, launching the program and high-lighting its importance.
  - b. A basic headquarters regulation establishing the program, which develops the policy, provides the necessary definitions and fixes responsibilities.

Recommend their adoption to the CIA Career Council. They have also been reviewed, informally, by several members of the Council. The Regulations Control Staff concurs. Concurrence from the General Counsel will be sought prior to the Career Council's meeting on Thursday at 3:00 p.m.

PROPOSED ACTION:

- a. Approval for publication with date of issuance 2 January 1957.
- b. Appointment of the Committee for Language Development with instructions to complete the remaining notice on schedule of awards and secure coordination from the members of the Council, for simultaneous publication (2 January) with the attached.

*As soon as possible but not later than  
1 February*

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